

# Summer School Sponsorship Guidelines

SICSA is able to provide sponsorship for computing science and informatics focussed Summer Schools, held in Scotland and organised by SICSA members. If you wish to organise a SICSA sponsored Summer School, please carefully read the information provided below and follow the process outlined:

## Funding Information

- The following contributions will be made by SICSA for Summer Schools that are granted sponsorship:

For 1 week residential summer schools:	£500 per student
For 2 week residential summer schools:	£750 per student
Delegates on a non-residential basis:	£250 per student

If you wish to make a case for a different level of contribution, you may do so. However, this must be accompanied by a detailed costing that justifies your figures.

- The rules of the SICSA award require that institutions make a 50% contribution to costs. Therefore, the SICSA contribution for a Summer School will be the student's registration fee and the institution's contribution will be the student's travel and subsistence costs. If your institution is hosting a summer school, the cost of facilities will also be your contribution.

## Conditions of Funding

- A pre-agreed number of free places must be offered to PhD students studying at SICSA universities
- Prior to the event the SICSA administrative team should be sent all relevant information (to [Aileen.Orr@Glasgow.ac.uk](mailto:Aileen.Orr@Glasgow.ac.uk)) in order that the event can be widely promoted across SICSA.
- Please note that you should not charge a fee to PhD students registering for your Summer School from within Scottish Universities. Instead, you should send an invoice after completion of the Summer School to [Aileen.Orr@glasgow.ac.uk](mailto:Aileen.Orr@glasgow.ac.uk), listing the names and institutions of the students who have attended from Scotland. SICSA will then arrange to pay its contribution towards the Summer School.
- SICSA must be acknowledged as sponsors of the event and organisers must include the SICSA logo on publicity materials and the summer school web site. Versions of the logo can be downloaded from the resources area of the website.
- Shortly after the Summer School is completed please submit a brief report to [Aileen.Orr@Glasgow.ac.uk](mailto:Aileen.Orr@Glasgow.ac.uk) setting out the numbers of students attending, and the profits/losses made.

## Application Process

- Applicants should apply using the downloadable form provided and returned to [Aileen.Orr@Glasgow.ac.uk](mailto:Aileen.Orr@Glasgow.ac.uk) during the next funding call. Information on the next funding call can be found on the website.
- After it's submission, the proposal will be considered by the SGA Board and we will aim to confirm the outcome within 4 weeks.

If you have any questions about Summer School sponsorship, please contact [Aileen.Orr@Glasgow.ac.uk](mailto:Aileen.Orr@Glasgow.ac.uk).